



# **Department of Property & Procurement**

**Government of the United States Virgin Islands**

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**AMENDMENT #3 RFP-002-2016(P)** The Office of Management and Budget is requesting proposals from Qualified Certified Public Accounting or Financial Management firm to provide Third Party Fiduciary oversight and Federal Funds Management to the Government of the Virgin Islands.

**INSERT: Questions and Answers**

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED**

**BIDDERS MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT WITH THEIR BID PROPOSAL.**

## QUESTION & ANSWER(s):

The Scope of Services, item number 3. States:

*Maintain or enhance the process and turnaround requests from GVI grantee agencies for acquiring goods and services in compliance with the procurement provisions in 34 CFR 80.36 and Title 31 of the Virgin Islands Code. Manage procurement and financial processing through encumbrance, pre-encumbrance, bid/quote and contract management and comply with the procurement provisions in 34 CFR 80.36(b) - (i) and Title 31, Chapter 23 of the Virgin Islands Code.*

Further item #15 of the Special Conditions states:

*The Agent must establish contacts and working relationships with prospective vendors that can provide goods and services that the Virgin Islands, VIDE, and VIDHS need under the grants. The Virgin Islands, VIDE, and VIDHS must give the Agent authority to enter into contracts with vendors on behalf of the Virgin Islands, VIDE, VIDHS, and, as appropriate, VIDH, and in doing so, must comply with the provisions for procurement set forth in 34 CFR §§ 200.31 8-200.326.*

This clause has been included in each Annual update to the Special Condition every year. However, the GVI has never delegated this authority to the TPF Agent.

This requirement must be clarified in order to submit a fully compliant response. Request clarification for the following:

- It is our understanding that all request for acquiring goods and services are initially processed by the Agency procurement staff. For this requirement, does the GVI desire the new Agent to establish a Contracting and Procurement function? **No, just oversight to ensure adherence.**
- What is meant by "Manage Procurement..." Does the GVI desire/expect the new Agent to establish a Contracting and Procurement operation? **Ensure that the procurement functions performed, in regards to USED funds, by the agencies adhere to the rules and regulations that govern the process.**
- Title 31, Chapter 23, subpart § 250. Delegation of duties; bond, of the Virgin Islands Code states:

*(a) The Commissioner of Property and Procurement may delegate duties prescribed under this chapter to persons within the Department of Property and Procurement, subject to approval of the Governor.*

*(b) Any person designated pursuant to subsection (a) of this section shall be bonded in accordance with the provisions of chapter 31 of Title 3.*

- Will the Governor delegate these duties to the new Agent? **NO**
- What is the dollar amount of the Bond that will be required? **N/A**
- Will the GVI reimburse the Agent for the cost of the Bond? **N/A**

Please extend the due date for receipt of proposals to allow for preparation of an adequate response depending upon your answer to these request for clarification. **GVI is not extending the due date.**